

## Job Vacancy

### Secretary General CEP – the European Probation Organisation

A unique and important leadership role in Probation is open for applications.

The President and Board of CEP are looking to recruit a new Secretary General to take up the post early in 2013. The post will be:

- A full time role
- For an initial three year term with the possibility of an extension up to a maximum of 6 years
- On a salary of between 75,000 and 100,000 euro per annum. Starting salary will be dependent upon experience and skills.
- The basis for employment could be as a secondment by a member organisation or Ministry - as an employee of Reclassering Netherlands - or under a direct time-limited contract with CEP.

CEP has decided that the successful candidate must have:

1. A vision to lead probation in Europe
2. An experience of probation and justice work that equips her/him to focus on doing the right things to benefit probation work in a variety of settings
3. An ability to identify the right priorities for projects and events
4. The skills to manage delivery of successful projects
5. The representational skills that will make members proud of the way Probation impacts upon European institutions and bodies
6. The relational skills to win support and deliver CEP's priorities over the long term.

**Equal opportunities will apply to this post and the recruitment process – we are looking for the best person for the job whatever their gender, sexual orientation, race, religion or nationality.**

CEP is a thriving international organisation, based in Utrecht, The Netherlands, that is looking to expand. It needs a talented and committed leader to develop new projects and ideas. At a time of financial austerity the demands on our members across 34 countries have never been greater so the Secretary General will be vital in representing the interests of probation to national and international institutions – could you be the person we are looking for?

If you are interested in this post, please send an email to Martine Herschel, Executive Officer, to ask for the information pack and details of how to apply at: [secr@cep-probation.org](mailto:secr@cep-probation.org) or call on Tel: +31 302324900.

Closing date for applications will be noon on 8 October 2012 (European Time Zone).